



## ***Application for Financial Assistance for Shaw College Summer Programme 2023/24***

### **Notes to Applicants**

#### **Objective**

1. The scheme provides subsidy support to the financially needy students to participate in College summer programmes outside Hong Kong.

#### **Eligibility**

2. Applicants must:
  - i) be Shaw College full-time **local** undergraduate students; and
  - ii) have accepted a summer programme offered by Shaw College in 2024

#### **Types and Amount of Assistance**

3. Assistance may be in form of bursaries and /or interest-free loans. The amount of assistance awarded to each successful applicant is determined by financial need of the applicants (the extent to which the applicants' programme expenses can be covered by his/her annual disposable income) and number of applicants.

#### **Application Procedures and Release of Results**

4. Applicants should complete and submit the online form on or before 11:59pm, 22 April 2024 (Monday): <https://cloud.itsc.cuhk.edu.hk/webform/view.php?id=13685260>.
5. Applicants should prepare the following documents before making an application. **To complete the application procedure, please submit online form, print out the form in PDF format received via CUHK email address, together with the following supporting documents, submit to Information Counter in LG1, Wen Lan Tang on or before 4:00pm, 25 April 2024 (Thursday):**
  - 5.1 copy of your government scheme application form (TSFS) 2023/24 (if applicable).
  - 5.2 copy of your Comprehensive Service Security Assistance Scheme (CSSA) proof document for the year 1 April 2023 to 31 March 2024 (if applicable).
  - 5.3 copies of income proof of your working family members listed in Part 4-A of this form for the year 1 April 2023 to 31 March 2024.
  - 5.4 Copies of bank statement/passbook of your family members listed in Part 4-A of this form for the year 1 April 2023 to 31 March 2024.
  - 5.5 Copies of annual payment for tuition fee (excluding applicant) for the year 1 April 2023 to 31 March 2024 (if applicable).
  - 5.6 copies of annual payment for housing including rent, instalment and rates for the year 1 April 2023 to 31 March 2024 (if applicable).
  - 5.7 copies of medical expenses for the year 1 April 2023 to 31 March 2024 (if applicable).

**FAILURE TO SUBMIT ANY OF THE ABOVE DOCUMENTS BY THE APPLICATION DEADLINE WILL LEAD TO REJECTION OF YOUR APPLICATION.**

\* If applicants encountered any difficulties in providing the required documents due to special circumstances, he/she needs to seek approval from the College with valid justifications before the application deadline. Only under very exceptional circumstances will approval be granted. College reserves the right of making the final decision.

6. All applicants will be paper-vetted in the first instance. If necessary, applicants may be invited to attend an interview for further assessment of need.

**Handling of Information and Personal Data Supplied in Applications**

7. The personal data provided in this application and the copy of government assistance application 2023/24 and supplementary information required by Shaw College will be used for processing your application for college financial assistance.
8. The personal data provided in this application will only be disclosed to relevant parties including individual donors.
9. An applicant has the right to obtain access and make corrections to the personal data provided by him/her in the application. Such request should be addressed to the officer in charge of the Scheme.
10. Enquiries: Email: [fionaho@cuhk.edu.hk](mailto:fionaho@cuhk.edu.hk) or Tel.: 3943 8538.

**Deadline for application is 11:59pm, 22 April 2024 (Monday)**  
**Deadline for submitting supporting documents is 4:00pm, 25 April 2024 (Thursday)**  
**LATE AND/OR INCOMPLETE APPLICATION WOULD NOT BE ACCEPTED**

March 2024